



*Sedgwick County...*  
*working for you*



# Potential for Code Enforcement Shared Services in Wichita and Sedgwick County

Terry Woodbury  
Public Square Communities, LLC



# Design Process

## **Phase I: Investigation and Discovery**

- PSC conducted interviews with 94 stakeholders

## **Phase II: Design Team Creation**

- Representatives of stakeholder groups nominated to serve on the Design Team

## **Phase III: Information Gathering**

- Sub-teams focused on 6 functional areas

## **Phase IV: Design**

- New service delivery model
- Accountability plan for implementation process

# Functional Area Sub-teams

- **Functional Area Sub-teams:**
  1. Neighborhood Code Enforcement
    - *(Currently no potential for combined services)*
  2. Building and Trade Boards
  3. Zoning and Sign Codes
  4. Licenses and Certificates
  5. Plan Review
  6. Data Management

# Building and Trade Boards

## **Recommendations**

- Combine the 4 city and county building and trade boards
  - Each board will make code recommendations and hear appeals and variances in both the city and county
  - One stop for review of new products, materials and methods
  - Increase consistency between city and county codes

# Zoning and Sign Code

## **Recommendations**

- Combine city and county sign code enforcement and, where possible, zoning code enforcement
  - Single sign contractor license
  - Single point “one stop shop” for sign permit submittal
  - Single point for reporting zoning and possibly sign complaints
- Combine the city and county sign codes

# Licenses and Certificates

## **Recommendations**

- Combine city and county licenses and certificates
- Combine application and renewal processes
  - Renewals every 2 years
- Explore further opportunities to consolidate individual licenses
  - Reduce overlapping of licenses

# Plan Review

## **Recommendations**

- Single point for plan review
- More combination inspectors
  - Trades as well as residential and commercial building
- Utilize staff geographically with uniform software
  - Single permitting, inspection and licensing/certification tracking system

# Data Management

## **Recommendations**

- Combine city and county data management systems into a single system
  - Both city's and county's current systems are obsolete
- Catalyst for...
  - One-stop shop for permits, licenses and certificates
  - Mobile technology – immediate assignments and inspection results
  - Business transactions through web based portal

# Summary of Recommendations

## **The Design Team recommends:**

- Moving to a single entity by 2013
- Meanwhile, implement shared services
  - Combine building and trade boards
  - Develop a single data management system
- Meanwhile:
  - Combine sign and zoning inspections and codes
  - Combine city and county licenses and certificates
  - Combine city and county plan review
  - Use inspectors geographically

# Benefits

- **Efficiency**
  - Reduces duplication
  - Saves internal stakeholders and customers time and money
- **Responsiveness**
  - Streamlines approval of new methods and technologies
  - “One-stop shop” for business related to building and trades
- **Customer Service**
  - A single code enforcement entity would increase predictability and reliability

# Implementation Process

## **Still need to address the following issues:**

- Funding
- Employee compensation, benefits and retirement plans
- Waste and Well Water Codes
- Animal Control
- Floodplain management
- Differing development standards
- Relationships and contracts with other jurisdictions
- Vehicles, equipment and technology
- Location – large enough for group
- Marketing/communication of the single entity

# Next Steps

- Identify the Managing Partner
  - Sub-team currently working to develop a recommendation
    - Either city or county
- Accountability
  - Design Team eager to serve as an advisory board during the implementation process
  - Will meet periodically to review progress and adjust as needed